



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 11-09-2015**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: November 5, 2015

SUBJECT: JEFFERSON COUNTY Meetings – Week of November 9, 2015

November 9, 2015 Monday	UW Extension Education Committee	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	Drainage Board Annual Meeting	8:30 a.m.	Portage Best Western 2701 County Rd CX, Portage
	Farmland Conservation Easement Commission	12:30 p.m.	Jefferson County Courthouse Rm 203
November 10, 2015 Tuesday	Human Services Board	8:30 a.m.	Workforce Development 874 Collins, Rm 103, Jefferson
	*Finance Committee	6:30 p.m.	Jefferson County Courthouse Rm 112
	County Board	7:00 p.m.	Jefferson County Courthouse Rm 205
November 11, 2015 Wednesday	Maranatha Economic Breakfast Panel	7:30 a.m.	Maranatha 745 W. Main Street, Watertown
	Library Board & Public Hearing	5:00 p.m.	Dwight Foster Public Library 209 Merchants Ave, Fort Atkinson
November 12, 2015 Thursday	*HOME Consortium Board	9:00 a.m.	515 W. Moreland Blvd. Rm 355 Waukesha
	Zoning Board of Adjustment – Site Inspections	9:45 a.m.	Jefferson County Courthouse Rm 203
	Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse Rm 205
	Sheriff's Civil Service Commission	5:15 p.m.	Sheriff's Office 411 S. Center Avenue, Jefferson
November 13, 2015 Friday	No Scheduled County Meetings		
	No Scheduled County Meetings		
November 14, 2015 Saturday	No Scheduled County Meetings		
November 15, 2015 Sunday	No Scheduled County Meetings		



**University Extension Education Committee Agenda
Jefferson County
864 Collins Road
Room 12
Jefferson WI 53549**

DATE: Monday, November 9, 2015

TIME: 8:30 a.m.

Committee Members: Paul Babcock (Chair) Ed Morse
Glen Borland (Vice Chair) Dick Shultz
Peter Hartz (Secretary)

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda (for possible rearrangement)
5. Approval of University Extension Education Committee minutes for October 12, 2015
6. Communications
7. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
8. Review of Chapter 59 regarding UW-Extension and the County Partnership – Blair Ward
9. Update, Discussion and Input on nEXT Generation Model
10. Review of 2015 Department Update – UW-Extension
11. Review and Update on the Administrative Specialist Position – UW-Extension
12. Review and Update on the 2016 Budget – LaVern Georgson
13. Discussion of Monthly Agent Reports – Sarah Torbert, LaVern Georgson, Steve Grabow, Kathleen Eisenmann
14. Discussion to Identify Future Agenda Topics
15. Review 2016 Meeting Dates
16. Adjourn
 - Next Scheduled Meeting: Monday, December 14
 - 2016 Tentative Meeting Dates (2nd Monday of the Month): Jan. 11, Feb. 8, Mar. 14, Apr. 11, May 9, June 13, July 11, Aug. 8, Sept. 12, Oct. 10, Nov. 14, Dec. 12

A quorum of any Jefferson County Committee, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

“Enriching people with knowledge, perspective, skills and aspirations. “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

JEFFERSON COUNTY FARM DRAINAGE BOARD

Annual Meeting to be held at
Portage Best Western
2701 County Road CX Portage, WI
53901

November 9, 2015
8:30a.m.

AGENDA

1. Call meeting to order
2. Attend 2015 Annual Meeting of the Wisconsin Association of Drainage Districts
3. Motion to adjourn

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Special Needs Request - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Farmland Conservation Easement Commission Agenda

Jefferson County Courthouse

311 S Center Ave, Rm 203

Jefferson, WI 53549

Monday, November 09, 2015 @ 12:30 pm

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the November Agenda
5. Approval of the October 12, 2015 Meeting Minutes
6. Communications
7. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion on Rodell Lea's Easement Compliance
9. Discussion on Dale Neupert's Easement Compliance
10. Discussion and Possible Action on Burlingham Donated Easement
11. Discussion and Possible Action on Purchase of Agricultural Conservation Easements (PACE) Applications
 - Greg Wilke, Town of Waterloo
 - Cliff Haberman, Town of Milford
12. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
13. Discussion on the 2016 Budget
14. Discussion on Strengthening ***Agricultural Enterprise Areas***
15. Discussion on Future Events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach
16. Discussion on Items for the Next Agenda
17. Next Scheduled Meeting:
 - December 14, 2015 @ 12:30 in Room 203
18. Adjournment

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made.

**Human Services Board Agenda
Jefferson County
Jefferson County Workforce Development Center, 874 Collins Road, Room 103
Jefferson, WI 53549**

Date: Tuesday, November 10, 2015

Time: 8:30 a.m.

Committee Members:

**Mode, Jim (Chair)
Jones, Dick (Vice Chair)
Kutz, Russell
Tietz, Augie**

**McKenzie, John (Secretary)
Crouse, Cynthia
Schultz, Jim**

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the November 10, 2015 Agenda**
- 5. Citizen Comments (Members of the Public who wish to address the Board on specific agenda items must register their request at this time.)**
- 6. Approval of October 13, 2015 Board Minutes**
- 7. Communications**
- 8. Discussion of September, 2015 Financial Statement**
- 9. Discuss and Approve October, 2015 Vouchers**
- 10. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging & Disability Resource Center**
- 11. Discussion and Action on New Professional Contracts**
- 12. Review and Approve State/County Contracts for 2016**
- 13. Review and Approve Leases at Workforce Development Center**
- 14. Review and Approve Rates for 2016**
- 15. Discuss and Approve the 2016-2018 Aging Unit Plan**
- 16. Update on Winnebago Mental Health Institute**
- 17. Update on Adult Family Homes (AFH) and Community Based Residential Facilities (CBRF) located in Fort Atkinson**
- 18. Review and Possible Action on: 1) Resolution Supporting New Social Security Supplemental Security Income (SSI) Asset Limits and Implementation of the Achieving A Better Life Experience Act and 2) Resolution regarding 17 year olds**
- 19. Director's Report: Award from Opp Inc.**
- 20. Discuss Updates from Wisconsin County Human Services Association.**
- 21. Discuss potential agenda items for December board meeting.**
- 22. Adjourn**

Next Scheduled Meetings: Tuesday, December 8, 2015 at 8:30 a.m.

Tuesday, January 12, 2016 at 8:30 a.m.

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Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue
Room 112
Jefferson, WI 53549

Date: Tuesday, November 10, 2015

Time: 6:30 p.m.

Committee members:	Jones, Richard (Chair)	Poulson, Blane
	Braugher, James (Vice Chair)	Schroeder, Jim
	Hanneman, Jennifer (Secretary)	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Communication
6. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. Discussion and possible action of setting appraised value on foreclosed properties.
8. Adjourn

Next scheduled meetings:

Monday, December 7, 2015 Regular Meeting
Thursday, January 14, 2016 Regular Meeting
Thursday, February 11, 2016 Regular Meeting
Thursday, March 10, 2016 Regular Meeting
Thursday, April 14, 2016 Regular Meeting
Thursday, May 12, 2016 Regular Meeting

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AGENDA

JEFFERSON COUNTY BOARD MEETING

November 10, 2015 7:00 p.m.

**Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549**

1. **CALL TO ORDER**
2. **ROLL CALL BY COUNTY CLERK**
3. **PLEDGE OF ALLEGIANCE**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
5. **APPROVAL OF THE AGENDA**
6. **APPROVAL OF OCTOBER 13, 2015 MEETING MINUTES**
7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum)
 - b. Letter for Benjamin Wehmeier regarding City of Lake Mills – Tax Incremental District #4
 - c. Letter for Benjamin Wehmeier regarding City of Watertown – Tax Incremental Districts #3 & #5
 - d. Notice of Claim – Edwin P Mesmer Trust
 - e. Zoning Committee – Notice of Public Hearing, November 19, 2015
8. **PUBLIC COMMENT** (Agenda Items)
COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES
9. **ADMINISTRATION AND RULES COMMITTEE**
 - a. Ordinance – Repealing and recreating the Federated Library System Board
 - b. Ordinance – Amending Access to Public Records and Document Receipt Time Ordinance to Reflect Electronic Media
 - c. Ordinance – Amend supervisory district boundaries to reflect annexations
 - d. Resolution – Supporting Constitutional Amendment Prohibiting Non-fiscal Matters in State Budget
 - e. Resolution – Opposing 2015 Senate Bill 294, Dismantling the Government Accountability Board
10. **FINANCE COMMITTEE**
 - a. Amend Recommended 2016 County Budget (Possible Addenda to Agenda)
 - b. Resolution – Establishing non-countywide levies for health and library services
 - c. Resolution – Establishing countywide levy and fees
 - d. Resolution – Disallowing the claims of Kevin & Jean Smith and Julie Rasmussen
11. **HUMAN RESOURCES COMMITTEE**
 - a. Ordinance – Amend Personnel Ordinance HR0310, Applicable Pay Rates for New Employees and HR0690, Vacation with Pay, to provide pay incentives and vacation to new hires
12. **HUMAN SERVICES BOARD**
 - a. Resolution – Commendation – Darlene Schaefer for 29 Years of Service
13. **PLANNING AND ZONING COMMITTEE**
 - a. Report – Approval of Petitions
 - b. Ordinance – Amend Zoning Ordinance

14. SOLID WASTE/AIR QUALITY COMMITTEE
 - a. Resolution – Recognition of Jefferson County Health Department and City of Watertown Health Department
15. APPOINTMENT BY COUNTY ADMINISTRATOR
 - a. Michael Clish to the Veterans’ Service Commission for a three-year term ending December 10, 2018
16. PUBLIC COMMENT (General)
17. ANNOUNCEMENTS
18. ADJOURN

NEXT COUNTY BOARD MEETINGS
December 8, 2015 – 7:00 P.M. - ROOM 205



November 11th, 2015, 7:30 a.m.

Maranatha Baptist College

745 W. Main Street

Watertown, Wisconsin

Maranatha Economic Breakfast

This is a community event no business will be conducted.

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Jefferson County Library Service

% Dwight Foster Public Library
Mailing Address: 209 Merchants Avenue
Fort Atkinson, WI 53538
920.563.7790

Jefferson County Library Board Meeting and Public Hearing Dwight Foster Public Library Wednesday, November 11, 2015 5:00 p.m.

The Jefferson County Library Service works to support and strengthen our municipal libraries so that all county residents receive quality public library service.

Agenda

1. Call to Order and Introductions
2. Approval of Minutes of the October 15, 2015 Meeting - **Action**
3. Comments from the Public
4. Correspondence
5. Administrator's Report
6. Old Business
 - A. Public Hearing on Updating Library Service Plan
 - B. Approval of the Updated Jefferson County Library Service Plan – **Action**
7. New Business
 - A. Update on 2016 Jefferson County Library Budget
 - B. Review the Jefferson County Library Board Job Description
 - C. Review the Guidelines for County Library Service
8. Bridges Library System Update – Sue Hartwick
9. Library System Representative Update – Dwayne Morris
10. Reports from County Libraries
11. Future Meeting Date and Agenda Items
12. Other
13. Adjournment

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If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7790 at least five (5) days prior to the meeting date. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.



C/O Waukesha County CDBG Program
Lead Agent
515 W. Moreland Blvd.
Waukesha, WI 53188
1.262.896.3370 (direct)
1.262.896.8510 (fax)

C/o Wisconsin Partnership for Housing Development, Inc.
Program Administrator
121 South Pinckney Street Suite 420
Madison, WI 53703
1888.318.4486 (toll –free)
1.608.258.5560 (direct)
1.608.258.5565 (Fax)

The HOME Consortium
Board of Directors Meeting
Thursday, November 12, 2015
515 W. Moreland Blvd. Rm 355
Waukesha, WI 53188
@ 9:00 A.M.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes from the October 15, 2015 Board Meeting
4. Public/Staff Comment
5. WI Partnership Fund Balance Report
6. HOME Administration Funds
7. 2016—2018 HOME Administration RFP
8. 2016—2018 Housing Inspector Bids
9. HOME and CDBG Mutual Cooperation Agreements
10. Hebron House/Gander House Apartments
11. 2016 Annual Action Plan
12. Adjournment

All agenda items are potentially actionable

In accordance with the Americans with Disabilities Act, persons requiring any means of handicap accessibility for this meeting must contact Kristin Silva at 896-3370 (FAX 896-8510) at least 48 hours prior to meeting.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Dale Weis, Chair; Don Carroll, Vice-Chair; Janet Sayre Hoeft, Secretary
Paul Hynek, First Alternate; Lloyd Zastrow, Second Alternate

PUBLIC HEARING *BEGINS AT 1:00 P.M. ON THURSDAY, NOVEMBER 12, 2015 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

CALL TO ORDER FOR BOARD MEMBERS *IS AT 9:45 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

SITE INSPECTION FOR BOARD MEMBERS *LEAVES AT 10:00 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 9:45 a.m.*
2. *Roll Call (Establish a Quorum)*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Approval of the Agenda*
5. *Approval of October 8, 2015 Meeting Minutes*
6. *Communications and Public Comment*
7. *Request for Corporation Counsel to Address the Board Regarding Temporarily Allowing Two Dwellings on a Property While One is Under Construction*

8. *Site Inspections – Beginning at 10:00 a.m. and Leaving from Room 203*
VI475-15 – Randy & Lindsay Jilek, W8175 State Road 106, Town of Sumner
VI471-15 – Robert & Ann Osborne, N7061 North Shore Rd, Town of Lake Mills
VI476-15 – Mark & Donna Robidoux Trust, N9684 Peschel Rd, Town of Waterloo

9. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
10. *Explanation of Process by Board of Adjustment Chair*

NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

NOTICE IS HEREBY GIVEN that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, November 12, 2015 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; discussion and possible action shall be occur after public hearing on the following:

V1471-15 – Robert & Ann Osborne: Variance from Sections 11.04(f)5 and 11.07(d)2 of the Jefferson County Zoning Ordinance to sanction an existing 24'6" X 33' structure at less than the required minimum setbacks to side yard, road right-of-way and road centerline. The property is at **N7061 North Shore Road** in the Town of Lake Mills on PIN 018-0713-0231-003 (0.8 Acre) and is in an A-T, Agricultural Transition zone.

V1475-15 – Randy and Lindsay Jilek: Variance from Sec. 11.04(f)6 and 11.07(d)2 to reduce the minimum road right-of-way and centerline setbacks at **W8195 State Road 106** in the Town of Sumner, on PIN 028-0513-0341-002 (0.620 Acre) in an A-1, Exclusive Agricultural zone.

V1476-15 – Mark & Donna Robidoux Trust: Variance from Sec. 11.04(f)8 to sanction an existing structure at less than the minimum required side yard setback in an A-3 zone on PIN 030-0813-0311-002 (1.35 Acres) at **N9684 Peschel Rd**, Town of Waterloo.

11. Discussion and Possible Action on Above Petitions

12. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

I. JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

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A digital recording of the meeting will be available in the Zoning Department upon request.

SHERIFF'S CIVIL SERVICE COMMISSION AGENDA

JEFFERSON COUNTY SHERIFF'S OFFICE CONFERENCE ROOM

5:15 P.M.

411 S. CENTER AVENUE, JEFFERSON, WI 53549

CHRISTINE SPANGLER, WILLIAM GAUGERT, ROD LAUDENSLAGER, KEVIN PURCELL, LEE LEVERTON

Thursday, November 12, 2015

1. Call to order
2. Roll call
3. Certification of compliance with open meetings law
4. Approval of agenda
5. Public Comment - Members of the public who wish to address the committee on specific agenda items must register their request at this time.
6. Closed session pursuant Wisconsin State Statute 19.85 (1)(c) regarding considering employment or promotion of public employees.
 - 5:15 p.m. - 5:30 p.m. - Briefing on Candidates
 - 5:30 p.m. - 6:00 p.m. - Candidate
 - 6:00 p.m. - 6:30 p.m. - Candidate
 - 6:30 p.m. - 7:00 p.m. - Candidate
 - 7:00 p.m. - 7:30 p.m. - Candidate
 - 7:30 p.m. - 8:00 p.m. - Candidate
 - 8:00 p.m. - 8:30 p.m. - Candidate
 - 8:30 p.m. - 9:00 p.m. - Candidate
 - 9:00 p.m. - 9:30 p.m. - Scoring of candidates
7. Adjourn

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